

<b>AMENDMENT OF SOLICITATION/MODIFICATION OF CONTRACT</b>				1. Contract ID Code Cost Contract	Page 1 Of 2
2. Amendment/Modification No.  P00003		3. Effective Date		4. Requisition/Purchase Req No.  SEE SCHEDULE	
6. Issued By HQ OSC AMSOS-CCF ROY GOODRICH (309) 782-8691 ROCK ISLAND, IL 61299-6000 BLDG 350 EMAIL: GOODRICH@OSC.ARMY.MIL		Code W52P1J		7. Administered By (If other than Item 6)  Code	
8. Name And Address Of Contractor (No., Street, City, County, State and Zip Code)  BROWN & ROOT SERVICES DIV OF KELLOGG BROWN & ROOT, INC 1611 KENT STREET, SUITE 508 ARLINGTON, VA 22209-0000  TYPE BUSINESS: Large Business Performing in U.S.				SCD PAS ADP PT	
				9A. Amendment Of Solicitation No.	
Code 1L1Y2 Facility Code				9B. Dated (See Item 11)	
				10A. Modification Of Contract/Order No. DAAA09-02-D-0007	
				10B. Dated (See Item 13) 2001DEC14	
<b>11. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS</b>					
<input type="checkbox"/> The above numbered solicitation is amended as set forth in item 14. The hour and date specified for receipt of Offers <input type="checkbox"/> is extended, <input type="checkbox"/> is not extended. Offers must acknowledge receipt of this amendment prior to the hour and date specified in the solicitation or as amended by one of the following methods: (a) By completing items 8 and 15, and returning _____ copies of the amendments; (b) By acknowledging receipt of this amendment on each copy of the offer submitted; or (c) By separate letter or telegram which includes a reference to the solicitation and amendment numbers. <b>FAILURE OF YOUR ACKNOWLEDGMENT TO BE RECEIVED AT THE PLACE DESIGNATED FOR THE RECEIPT OF OFFERS PRIOR TO THE HOUR AND DATE SPECIFIED MAY RESULT IN REJECTION OF YOUR OFFER.</b> If by virtue of this amendment you desire to change an offer already submitted, such change may be made by telegram or letter, provided each telegram or letter makes reference to the solicitation and this amendment, and is received prior to the opening hour and date specified.					
12. Accounting And Appropriation Data (If required) NO CHANGE TO OBLIGATION DATA					
<b>13. THIS ITEM ONLY APPLIES TO MODIFICATIONS OF CONTRACTS/ORDERS</b>					
KIND MOD CODE: 7 It Modifies The Contract/Order No. As Described In Item 14.					
<input type="checkbox"/> A. This Change Order is Issued Pursuant To: The Contract/Order No. In Item 10A. The Changes Set Forth In Item 14 Are Made In					
<input checked="" type="checkbox"/> B. The Above Numbered Contract/Order Is Modified To Reflect The Administrative Changes (such as changes in paying office, appropriation data, etc.) Set Forth In Item 14, Pursuant To The Authority of FAR 43.103(b).					
<input type="checkbox"/> C. This Supplemental Agreement Is Entered Into Pursuant To Authority Of:					
<input type="checkbox"/> D. Other (Specify type of modification and authority)					
E. IMPORTANT: Contractor <input checked="" type="checkbox"/> is not, <input type="checkbox"/> is required to sign this document and return _____ copies to the Issuing Office.					
14. Description Of Amendment/Modification (Organized by UCF section headings, including solicitation/contract subject matter where feasible.)  SEE SECOND PAGE FOR DESCRIPTION					
Contract Expiration Date: 2002DEC13					
Except as provided herein, all terms and conditions of the document referenced in item 9A or 10A, as heretofore changed, remains unchanged and in full force and effect.					
15A. Name And Title Of Signer (Type or print)			16A. Name And Title Of Contracting Officer (Type or print)		
			MARY BETH WATKINS WATKINS@OSC.ARMY.MIL (309) 782-6061		
15B. Contractor/Officer		15C. Date Signed		16B. United States Of America	
(Signature of person authorized to sign)				By <i>Mary Beth Watkins</i> (Signature of Contracting Officer)	
NSN 7540-01-152-8070 PREVIOUS EDITIONS UNUSABLE		30-105-02		16C. Date Signed <i>28 Mar 2002</i>	
STANDARD FORM 30 (REV. 10-83) Prescribed by GSA FAR (48 CFR) 53.243					

CONTINUATION SHEET	Reference No. of Document Being Continued		Page 2 of 2
	PIIN/SIIN DAAA09-02-D-0007	MOD/AMD P00003	
Name of Offeror or Contractor: BROWN & ROOT SERVICES			

SECTION A - SUPPLEMENTAL INFORMATION

A. The purpose of this modification is to incorporate a revised and signed DD 254, Department of Defense Contract Security Classification Specification, dated 27 March 2002. This new DD 254 replaces the solicitation's DD 254 (Attachment 06 to the Solicitation) and is incorporated as Attachment 04 to this contract.

B. Modification number P00002 is not used.

C. All other terms and conditions of this contract remain in full force and effect.

D. The point of contact for this action is Mr. Roy D. Goodrich, 309-782-8691, e-mail: goodrichr@osc.army.mil.

\*\*\* END OF NARRATIVE A 002 \*\*\*

DEPARTMENT OF DEFENSE CONTRACT SECURITY CLASSIFICATION SPECIFICATION <i>(The requirements of the DoD Industrial Security Manual apply to all security aspects of this effort.)</i>				1. CLEARANCE AND SAFEGUARDING	
				a. FACILITY CLEARANCE REQUIRED <b>SECRET</b>	
				b. LEVEL OF SAFEGUARDING REQUIRED <b>SECRET</b>	
2. THIS SPECIFICATION IS FOR: <i>(X and complete as applicable)</i>				3. THIS SPECIFICATION IS: <i>(X and complete as applicable)</i>	
<input checked="" type="checkbox"/> a. PRIME CONTRACT NUMBER DAAA09-02-D-0007		<input checked="" type="checkbox"/> b. ORIGINAL <i>(Complete date in all cases)</i>		DATE (YYMMDD) 011214	
b. SUBCONTRACT NUMBER		b. REVISED <i>(Supersedes all previous specs)</i>		DATE (YYMMDD)	
c. SOLICITATION OR OTHER NUMBER DAAA09-01-R-0068		DUE DATE (YYMMDD) 011214		c. FINAL <i>(Complete item 5 in all cases)</i>	
4. IS THIS A FOLLOW-ON CONTRACT? <input checked="" type="checkbox"/> YES <input type="checkbox"/> NO. If yes, complete the following: Classified material received or generated under <u>DAAB07-97-D-C759</u> <i>(Preceding Contract Number)</i> is transferred to this follow-on contract.					
5. IS THIS A FINAL DD FORM 2547 <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO. If yes, complete the following: In response to the contractor's request dated _____, retention of the identified classified material is authorized for the period of _____					
6. CONTRACTOR <i>(Include Commercial and Government Entity (CAGE) Code)</i>					
a. NAME, ADDRESS, AND ZIP CODE Brown and Root Services (A Division of Kellogg Brown and Root Inc.) 4100 Clinton Drive Houston, TX 77020		b. CAGE CODE OBY16		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i> 4100 Clinton Drive Bldg. 01, Rm 133 Houston, TX 77020 Phone: (713) 676-4338 Fax: (713) 676-7057	
7. SUBCONTRACTOR					
a. NAME, ADDRESS, AND ZIP CODE		b. CAGE CODE		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>	
8. ACTUAL PERFORMANCE					
a. LOCATION SAME AS BLOCK 6a.		b. CAGE CODE		c. COGNIZANT SECURITY OFFICE <i>(Name, Address, and Zip Code)</i>	
9. GENERAL IDENTIFICATION OF THIS PROCUREMENT Logistics Civil Augmentation Program (LOGCAP) Support Contract					
10. THIS CONTRACT WILL REQUIRE ACCESS TO:		YES		NO	
a. COMMUNICATIONS SECURITY (COMSEC) INFORMATION		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
b. RESTRICTED DATA		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
c. CRITICAL NUCLEAR WEAPON DESIGN INFORMATION		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
d. FORMERLY RESTRICTED DATA		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
e. INTELLIGENCE INFORMATION:		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
(1) Sensitive Compartmented Information (SCI)		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
(2) Non-SCI		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
f. SPECIAL ACCESS INFORMATION		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
g. NATO INFORMATION		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
h. FOREIGN GOVERNMENT INFORMATION		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
i. LIMITED DISSEMINATION INFORMATION		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
j. FOR OFFICIAL USE ONLY INFORMATION		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
k. OTHER <i>(Specify)</i>		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
11. IN PERFORMING THIS CONTRACT, THE CONTRACTOR WILL:		YES		NO	
a. HAVE ACCESS TO CLASSIFIED INFORMATION ONLY AT ANOTHER CONTRACTOR'S FACILITY OR A GOVERNMENT ACTIVITY		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
b. RECEIVE CLASSIFIED DOCUMENTS ONLY		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
c. RECEIVE AND GENERATE CLASSIFIED MATERIAL		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
d. FABRICATE, MODIFY, OR STORE CLASSIFIED HARDWARE		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
e. PERFORM SERVICES ONLY		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
f. HAVE ACCESS TO U.S. CLASSIFIED INFORMATION OUTSIDE THE U.S., PUERTO RICO, U.S. POSSESSIONS AND TRUST TERRITORIES		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
g. BE AUTHORIZED TO USE THE SERVICES OF DEFENSE TECHNICAL INFORMATION CENTER (DTIC) OR OTHER SECONDARY DISTRIBUTION CENTER		<input type="checkbox"/>		<input checked="" type="checkbox"/>	
h. REQUIRE A COMSEC ACCOUNT		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
i. HAVE TEMPEST REQUIREMENTS		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
j. HAVE OPERATIONS SECURITY (OPSEC) REQUIREMENTS		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
k. BE AUTHORIZED TO USE THE DEFENSE COURIER SERVICE		<input checked="" type="checkbox"/>		<input type="checkbox"/>	
l. OTHER <i>(Specify)</i>		<input type="checkbox"/>		<input checked="" type="checkbox"/>	

12. PUBLIC RELEASE. Any information (classified or unclassified) pertaining to this contract shall not be released for public dissemination except as provided by the Industrial Security Manual or unless it has been approved for public release by appropriate U.S. Government authority. Proposed public releases shall be submitted for approval prior to release.

☐ Direct☒ Through (Specify):

DAAA09-02-D-0007

HQ, US Army Materiel Command  
PM LOGCAP (Attn: AMSOS-CF)  
5001 Eisenhower Avenue  
Alexandria, Virginia 22333-0001

Phone: 703-617-0428

to the Directorate for Freedom of Information and Security Review, Office of the Assistant Secretary of Defense (Public Affairs) for review.  
In the case of non-DoD User Agencies, requests for disclosure shall be submitted to that agency.

13. SECURITY GUIDANCE. The security classification guidance needed for this classified effort is identified below. If any difficulty is encountered in applying this guidance or if any other contributing factor indicates a need for changes in this guidance, the contractor is authorized and encouraged to provide recommended changes; to challenge the guidance or the classification assigned to any information or material furnished or generated under this contract; and to submit any questions for interpretation of this guidance to the official identified below. Pending final decision, the information involved shall be handled and protected at the highest level of classification assigned or recommended. (Fill in as appropriate for the classified effort. Attach, or forward under separate correspondence, any documents/guides/extracts referenced herein. Add additional pages as needed to provide complete guidance.)

A. The Contractor will have access to SECRET-NOFORN information. All Contractors' personnel having access to classified information, hardware, or software or unclassified software must be U.S. citizens with a final SECRET clearance issued by the Government.

B. Contractor will require custody of materials through SECRET.

C. (11.c.) Security Requirement Checklist, see Appendage #1.

D. (11.i.) Equipment that electronically process or generate classified information will conform to compromising emanation control criteria, see Appendage #3, (Tempest).

E. Document receipts and / or retention requests should be provided to the Contracting Officer.

F. Discrepancies in classification or challenges to classification will be addressed to the activity in block 16.d. of this form.

G. (10.j.) FOUO will be handled IAW Appendage #4.

H. (10.e.(2)) Intelligence Materials Access Requirements, see Appendage #5.

I. Appendage #2, "Additional Security Access Requirements for COMSEC."

14. ADDITIONAL SECURITY REQUIREMENTS. Requirements, in addition to ISM requirements, are established for this contract. (If Yes, identify the pertinent contractual clauses in the contract document itself, or provide an appropriate statement which identifies the additional requirements. Provide a copy of the requirements to the cognizant security office. Use Item 13 if additional space is needed.)

☐ YES ☒ NO

15. INSPECTIONS. Elements of this contract are outside the inspection responsibility of the cognizant security office. (If Yes, explain and identify specific areas or elements carved out and the activity responsible for inspections. Use Item 13 if additional space is needed.)

☐ YES ☒ NO

16. CERTIFICATION AND SIGNATURE. Security requirements stated herein are complete and adequate for safeguarding the classified information to be released or generated under this classified effort. All questions shall be referred to the official named below.

a. TYPED NAME OF CERTIFYING OFFICIAL  
Roger L. Stevens

b. TITLE  
Program Manager for LOGCAP (Acting)

c. TELEPHONE (Include Area Code)  
DSN: 767-0428  
(703) 617-0428

d. ADDRESS (Include Zip Code)

HQ, US AMC (Attn: LOGCAP)  
5001 Eisenhower Avenue  
Alexandria, Virginia 22333-0001

27 Mar 2002

e. SIGNATURE



## 17. REQUIRED DISTRIBUTION

- |                                     |   |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | a. CONTRACTOR   |
| <input checked="" type="checkbox"/> | b. SUBCONTRACTOR  |
| <input checked="" type="checkbox"/> | c. COGNIZANT SECURITY OFFICE FOR PRIME AND SUBCONTRACTOR          |
| <input checked="" type="checkbox"/> | d. U.S. ACTIVITY RESPONSIBLE FOR OVERSEAS SECURITY ADMINISTRATION |
| <input checked="" type="checkbox"/> | e. ADMINISTRATIVE CONTRACTING OFFICER                             |
| <input checked="" type="checkbox"/> | f. OTHERS AS NECESSARY  |

APPENDAGE 1  
(Page 1 of 4)

**SECURITY REQUIREMENTS CHECKLIST**

Reference: 1. National Industrial Security Program Operating Manual (NISPOM)  
2. Cryptographic Supplement to National Industrial Security Program Operation Manual (NISPOM).

General Information

a. The designation as it appears in the classification columns on DD Form 254 indicated the highest classification of applicable contact items, and also signifies that these items shall be safeguarded, stored, accounted for, and transmitted or transferred within and without the contractor's facilities by contractors in accordance with the procedures specified in Reference 1.

b. As stated in a. above, the column markings indicate the highest classification included with the specified item; however, lower classifications may be assigned to individual items there under by the category criteria set forth in the following notes.

c. In those cases where doubt exists or where an item does not clearly fall into one of the listed categories, specific guidance as to its proper classification and method of handling shall be obtained from the Contracting Officer or his duly authorized technical representative(s).

NOTE 1

The following criteria apply to any design information, drawings or sketches, photographs, models, mock-ups, training aids, and manufacturing aids produced by the contractor.

a. Those items which reveal information about the cryptographic system under development (e.g.: cryptographic logic, cryptoalarm, permuting devices etc.) shall be classified SECRET and shall be handled by the contractor in accordance with the procedures specified in Reference 2.

b. Those items, which indicate non cryptographic details of the equipment and reveal specific information concerning related technical areas shall be classified CONFIDENTIAL and shall be handled by the contractor in accordance with the procedures in Reference 1.

c. Those items which reveal no cryptographic or related details but which deal with the functioning of the equipment (e.g.: certain individual mechanical parts, subassemblies, electrical or electronic circuit components, power supplies, mounting facilities and packaging techniques) shall be UNCLASSIFIED.

Appendage #1  
(page 2 of 4)

#### SECURITY REQUIREMENTS CHECKLIST

Note 2

The following criteria apply to any Specialized Manufacturing Techniques developed or used by the contractor.

a. Those specialized manufacturing techniques, which may reveal information concerning the cryptographic features of the end item under development shall be classified CONFIDENTIAL and shall be handled by the contractor in accordance with the procedures specified in Reference 2.

b. Those specialized manufacturing techniques, which reveal no information concerning the cryptographic features of the end item under development shall be UNCLASSIFIED.

NOTE 3

The following criteria apply to any status progress, technical or conference reports and administrative correspondence produced by the contractor.

a. Those technical reports (including status, progress and conference) which reveal details of the cryptographic system involved in this contract shall be classified SECRET and shall be handled by the contractor in accordance with the procedures specified in Reference 2.

b. Those technical reports (including status, progress, and conference) which do not reveal details of the cryptographic system involved but which do reveal related detailed functions of the equipment shall be classified CONFIDENTIAL and shall be handled by the contractor in accordance with the procedures as specified in Reference 1.

c. Those technical reports, conference reports and correspondence of a general administrative nature dealing with the contract, scheduling, and system delivery shall be UNCLASSIFIED.

NOTE 4

The following criteria apply to any tests conducted or test data produced by the contractor in the course of this development.

a. Those tests conducted and test data produced which may reveal details of the cryptographic system involved in this contract shall be classified SECRET and shall be handled by the contractor in accordance with the procedures specified in Reference 2.

b. Those tests conducted and test data developed which do not reveal details of the cryptographic system but which do reveal details of related technical areas involved in the end item under development shall be classified CONFIDENTIAL and shall be handled by the contractor in accordance with the procedures specified in Reference 1.

Appendage #1  
(Page 3 of 4)

**SECURITY REQUIREMENTS CHECKLIST**

c. Those tests conducted and test data developed, which relate to the general purpose, application or features of the end item under development (e.g.: reliability and environmental tests on specific subassemblies, mechanical or electronic components or the system) shall be UNCLASSIFIED.

NOTE 5

Any documents, drawings, items of equipment or components, which are supplied to the contractor, as Government Furnished Property will be appropriately classified by the originator. If such items reveal specific cryptographic information they will be transmitted by cryptographic channels, and shall be handled by the contractor in accordance with the procedures specified in Reference 2. If they do not reveal specific cryptographic information they will be transmitted by other authorized channels, and if classified, shall be handled by the contractor in accordance with the procedures specified in Reference 1.

NOTE 6

Classified COMSEC material released or generated under this contract is not releasable to Foreign Nationals without the express permission of the Director, NSA.

Note 7

Refer to Additional Security Guidelines for COMSEC, dated July 1996, attached as APPENDAGE #2 to the DD Form 254 for additional security requirements.

randomizers

TOP SECRET	SECRET	CONF	UNCLAS	SEE NOTE
	X			3
	X			3
	X			3
	X			3
	X			3
	X			3
	X		4	4
	X		4	4
	X		4	4
	X		4	4
	X		1	1
	X		1	1
	X		1	1
		X		
		X		
	X		1	1
	X		1	1
	X		1	1
	X		1, 2	1, 2
	X		1	1
	X		1	1
	X		1	1
	X		1	1



## APPENDAGE #2 TO DD FORM 254

ADDITIONAL SECURITY GUIDELINES FOR COMSEC

Provided by Security Support Division  
Directorate for Intelligence and Information Security

## ADDITIONAL COMSEC GUIDELINES

Contractor Generated COMSEC Material: Any material generated by the contractor (including, but not limited to: correspondence, drawings, models, mockups, photographs, schematics, status programs, and special inspection reports, engineering notes, computation, and training aids) will be classified according to its own content. Classification guidance will be taken from other elements of this contract Security Classification specification DD Form 254, Government furnished equipment or data, or special instructions issued by the contracting Officer, of his/her duty appointed representative.

## REQUIREMENTS

## REQUIREMENTS:

1. Contractor employees or cleared commercial carriers shall not carry classified COMSEC material on commercial passenger aircraft anywhere in the world without the approval of the procuring contracting officer.
2. No contractor generated COMSEC or government furnished material may be provided to the Defense Technical Information Center (DTIC). Contractor generated technical reports will bear the statement, "Not releasable to the Defense Technical Information Center per DoD Directive 5100-38".
3. No contractor generated COMSEC or government furnished material may be provided to the Defense Documentation Center. Contractor generated technical reports will bear the statement, "Not releasable to the Defense Documentation Center per DoD Instruction 5100-28".
4. Classified paper COMSEC material may be destroyed by burning, pulping, or pulverizing. When a method other than burning is used, all residue must be reduced to pieces 5mm or smaller in any dimension. When classified COMSEC material other than paper is to be destroyed, specific guidance must be obtained from the User Agency.
5. The following downgrading and declassification notation applies to all classified COMSEC information provided to and generated by the contractor:  
CLASSIFIED BY: NSA/CSSM-123-2  
DECLASSIFY ON: Source marked "OADR" Originating Agency Determination Required  
DATE OF SOURCE: (Date of document from which information is derived)
6. All contractor personnel to be granted access to classified COMSEC information must be U.S. citizens granted FINAL clearance by the government prior to being given access. Immigrant aliens, interim cleared personnel, or personnel

holding a contractor generated CONFIDENTIAL clearance are not eligible for access to classified COMSEC information released or generated under this contract without the express permission of the Director, NSA. If applicable, contractor personnel having access to TOP SECRET COMSEC material must comply with AR-380-40, Chapter 8, and be registered in the Department of the Army Cryptographic Access Program (DACP).

7. Unclassified COMSEC information released or generated under this contract shall be restricted in its dissemination to personnel involved in the contract. Release in open literature or exhibition of such information is strictly prohibited.

8. Recipients of COMSEC information under this contract may not release information to subcontractors without permission of the User Agency.

9. The requirements of the DoD 5220-22-M National Industrial Security Program Operation Manual (NISPO) and COMSEC Supplements are applicable to this effort.

10. Additional notices are to be affixed to the cover and title or first page of contractor generated COMSEC documents:

a. "COMSEC MATERIAL-ACCESS BY CONTRACTOR PERSONNEL RESTRICTED TO U.S. CITIZENS HOLDING FINAL GOVERNMENT CLEARANCE".

b. THIS PUBLICATION OR INFORMATION IT CONTAINS MAY NOT BE RELEASED TO FOREIGN NATIONAL WITHOUT PRIOR SPECIFIC APPROVAL FROM THE DIRECTOR, NSA. ALL APPROVALS WILL IDENTIFY THE SPECIFIC INFORMATION AND COPIES OF THIS PUBLICATION AUTHORIZED FOR RELEASE TO SPECIFIC FOREIGN HOLDERS. ALL REQUESTS FOR ADDITIONAL ISSUANCES MUST RECEIVE PRIOR SPECIFIC APPROVAL FROM THE DIRECTOR, NSA".

APPENDAGE #3 TO DD FORM 254

CONTROL OF COMPROMISING EMANATIONS (TEMPEST)

Provided by Security Support Division  
Directorate for Intelligence and Information Security

1. Reference: DoD 5220-22-M, National Industrial Security Program Operating Manual.
2. In accordance with guidance referenced above, TEMPEST Countermeasures will only be employed where a threat of exploitation exists. A TEMPEST assessment must be performed by the contractor and be validated by INSCOM TEMPEST elements prior to allocation of army funds for TEMPEST countermeasures.
3. When electronic equipment is used to process classified information, a written TEMPEST/Risk Analysis will be provided to the contracting officer, or designated representatives (Command Tempest Control Officer, AMSEL-MI-CI-A), only if either of the following conditions apply:
  - a. The contractor will use electronic equipment/facilities to process TOP SECRET, SCI, SAP, SIOP, Restricted Data information; or
  - b. The contractor does not maintain complete physical access control of the facility, e.g., the contractor is located in a suite.
4. Complete TEMPEST assessments will be protected at a minimum of "FOR OFFICIAL USE ONLY". A classification is warranted if classified threat information on the facility is included or significant vulnerabilities are identified.

APPENDAGE #4 TO DD FORM 254  
(Page 1 of 2)

SAFEGUARDING "FOR OFFICIAL USE ONLY" (FOUO) INFORMATION

Provided by Security support Division  
Directorate for Intelligence & Information Security

1. The "For Official Use Only" (FOUO) marking is assigned to information at the time of its creation in a DoD User Agency. It is not authorized as a substitute for a security classification marking but it is used on official government information that maybe withheld from the public under exemptions 2 through 9 of the Freedom of Information Act.

2. Other non-security markings, such as "Limited Official Use" and "Official Use Only" are used by non DoD User Agencies for the same type of information and should be safeguarded and handled in accordance with instruction received from such agencies.

3. Use of the above markings does not mean that the information cannot be released to the public, only that it must be reviewed by the Government Prior to its release to determine whether a significant and legitimate government purpose is served by withholding the information or portions of it.

4. IDENTIFICATION MARKINGS:

a. An unclassified document containing FOUO information will be marked "FOR OFFICIAL USE ONLY" at the bottom of the front cover (if any), on the first page on each page containing FOUO information, on the back page, and on the outside of the back cover (if any). No portion marking will be shown.

b. Within a classified document, an individual page that contains FOUO and classified information will be marked at the top and bottom with the highest security classification appearing on the page. If an individual portion contains FOUO information but no classified information, the portion will marked, "FOUO".

c. Any "FOR OFFICIAL USE ONLY" Information released to a contractor by a DoD User Agency is required to be marked with the following statement prior to transfer:

THIS DOCUMENT CONTAINS I INFORMATION EXEMPT FROM MANDATORY DISCLOSURE UNDER THE FOIA. EXEMPTIONS \_\_\_\_\_ APPLY

d. Removal of the "FOR OFFICIAL USE ONLY" marking can only be accomplished by the originator or other competent authority. When "FOR OFFICIAL USE ONLY" status is terminated, all known holders will be notified to the extent practical.

5. DISSEMINATION: Contractors may disseminate "FOR OFFICIAL USE ONLY" information to their employees and subcontractors who have a need to know for the information in connection with a classified contract.

APPENDAGE #4 TO DD FORM 254  
(Page 2 of 2)

6. STORAGE: During working hours, "FOR OFFICIAL USE ONLY" information shall be placed in an out-of-sight location if the work area is accessible to persons who do not have a need for the information. During non-working hours the information shall be stored to preclude unauthorized access. Filing such material with other unclassified records in unlocked files or desks is adequate when internal building security is provided during non-working hours. When such internal security control is not exercised, locked building or rooms will provide adequate after-hours protection or the material can be stored in locked receptacles such as file cabinets, desks, or bookcases.

7. TRANSMISSION: "FOR OFFICIAL USE ONLY" information may be sent via first-class mail or parcel post. Bulky shipments may be sent by forth-class mail.

8. DISPOSITION: When no longer needed, FOUO information may be disposed of by tearing each copy into pieces to preclude reconstructing, and placing it in a regular trash container or as directed by the User Agency.

9. UNAUTHORIZED DISCLOSURE: Unauthorized disclosure of "FOR OFFICIAL USE ONLY" information does not constitute a security violation but the releasing agency should be informed of any unauthorized disclosure. The unauthorized disclosure of FOUO information protected by the Privacy Act may result in criminal sanctions.

APPENDAGE 5 TO DD FORM 254

INTELLIGENCE MATERIALS ACCESS REQUIREMENTS

Provided by Security Support Division  
Directorate for Intelligence & Information Security

No Intelligence materials are to be provided in support of the contract without the prior approval of the Acquisition & Technology Support Division (ATSD), Directorate for Intelligence and Information Security (DIIS), U.S. Army Communications-Electronics Command (USACECOM). Any intelligence materials so provided will be disseminated solely by the ATSD, and will be accompanied by both a Letter of Instruction governing control of the materials provided, and a Letter of Transmittal, identifying the materials loaned and the duration of the loan. This service only pertains to elements supported by the Acquisition & Technology Support Division, DIIS, and USACECOM.